



NEW YORK STATE HIGHER EDUCATION SERVICES CORPORATION
99 WASHINGTON AVENUE ALBANY, NEW YORK 12255
(888) NYSHESC (697-4372)
www.hesc.org



George E. Pataki, Governor

07/08/2005

VOLUNTEER RECRUITMENT SERVICE SCHOLARSHIP

VARNA VOLUNTEER FIRE COMPANY
76 TURKEY HILL ROAD
ITHACA, NY 14850

Copy.

Rec'd 7/16/05 (Fri)

Dear Chief or Captain:

Enclosed is the application to submit a new nominee for the 2005-06 Series Volunteer Recruitment Service Scholarship for studies commencing with the 2005-06 academic year. The completed application must be submitted by Aug. 1, 2005.

Recertification:

Also enclosed is a Company Member Recertification form. This form lists current scholarship recipients your organization previously nominated. Scholarship recipients must be active members of your volunteer organization to continue receiving scholarship payments. Please certify the status for each of your members listed on this form and submit it by Aug. 1, 2005.

Selection Policy:

If your company has not already done so, please submit your company's selection criteria for nominating potential scholarship recipients by Aug. 1, 2005. Failure to follow this legal requirement may result in the disqualification of new nominees.

Please see the back of this letter for the legal requirements for selecting nominees for this program. If your company has submitted a selection policy contradicting any of these requirements, you must submit a new policy by Aug. 1, 2005.

Please use the enclosed return envelope for your submissions. Contact the Scholarship Unit at 1-888-697-4372 if you have any questions. Thank you.

Sincerely,

Scholarship Unit

Enclosure.

HE8379 (Rev. 07/2004) – Prior Apps and Recert.

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VOLUNTEER RECRUITMENT SERVICE SCHOLARSHIP LEGAL REQUIREMENTS

Although volunteer organizations participating in New York's Volunteer Recruitment Service Scholarship program are authorized to develop their own selection criteria, their policies must comply with the program's legal requirements. The successful nominee must:

1. Be an active member of a volunteer fire company as defined in section three of the volunteer firefighters' benefit law or volunteer ambulance company as defined in section three of the volunteer ambulance workers' benefit law.
2. Be an active member of the volunteer company nominating them.
NOTE: Children of active members who are not members themselves are ineligible.
3. Have fewer than six months of volunteer service at the time of the initial award. This does not apply if the nominee is under 23 years of age.
4. Be enrolled and attending an eligible college or institution in New York state located within 50 miles of the volunteer organization. If none exists, the nearest college or institution in the state.
5. Have been New York residents for at least one year.
6. Have a course load of at least six credits per semester or the equivalent at schools set up on a quarter or trimester basis.
7. Have graduated from high school or received a high school equivalency diploma and not already possess a baccalaureate degree or higher.

You may contact the Scholarship Unit at 1-888-697-4372 if you have any questions.



George E. Pataki, Governor

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 Rec'd 7/16/05 (FBI)*

COMPANY MEMBER RE-CERTIFICATION FORM

VOLUNTEER RECRUITMENT SERVICE SCHOLARSHIP

This form is used to verify that current Volunteer Recruitment Service Scholarship (Scholarship) recipients are still active members of the volunteer fire company or volunteer ambulance company that nominated them. Scholarship recipients must remain active members of their respective companies to continue receiving scholarship benefits.

SECTION 1 – INSTRUCTIONS FOR COMPLETING THE FORM

Type or print in dark ink. Complete all sections. You may attach additional sheets if necessary.

SECTION 2 – CERTIFICATIONS – Place a check in the appropriate box for each member listed below.

Recipient's Name	Current Active Member		Last Date as Active Member (If applicable)
	Yes	No (Enter date in next column)	
MICHAEL SEIDMAN-ZAGER			
RAYMOND STEPHENSON			

I certify that the active member statuses indicated above for these scholarship recipients are true and accurate member statuses for:

VARNA VOLUNTEER FIRE CO

Your signature _____ Date _____
 Name and title _____ Office Address _____
 Phone No: _____ E-mail Address: _____

SECTION 3 – WHERE TO SEND YOUR COMPLETED CERTIFICATION FORM – a return envelope is provided for your convenience.

Send your completed form to: **NYS Higher Education Services Corporation
 Division of Grants and Scholarships
 Scholarship Unit
 99 Washington Ave.
 Albany, New York 12255 (use return envelope provided)**

SECTION 4 – PRIVACY NOTICE

Protecting the privacy of your organization's member's personal information is important to New York State Higher Education Services Corporation (HESC). We respect your member's right to privacy and recognize our obligation to keep information about them secure and confidential in compliance with state and federal laws, and we maintain physical, electronic and procedural safeguards in compliance with federal and state laws and regulations to safeguard your organization's member's personal information.

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SECTION 4 – PRIVACY NOTICE CONTINUED

This notice uses the term "personal information." This means any information concerning your organization's members, which, because of name, number, symbol, mark or other identifier, can be used to identify them.

HESC collects this information pursuant to authority of Articles 13 and 14 of the New York State Education Law and applicable regulations. HESC does not disclose any personal information to anyone, except as permitted by law.

HESC restricts access to personal information to those HESC employees, contractors and agents who need to know this information to administer the Volunteer Recruitment Service Scholarship and to collect defaulted student loans or other education obligations that are incurred by your organization's members;

Personal information is retained in the system of records maintained in HESC's Division of Grants and Scholarships. You may access and review such information by contacting the Director of Grants and Scholarships, NYS Higher Education Services Corporation, 99 Washington Avenue, Albany, New York 12255 (Tel. (518) 473-0431).

Failure to provide HESC with all information requested in connection with applications for New York State Volunteer Recruitment Service Scholarships may result in the delay or suspension of scholarships paid on behalf of your organization's members.